

Bigfork Fire District Trustee Meeting
October 21, 2015
Opened at 17:02

Chief's evaluation in close session began at 17:02 and ended at 1830 hours.

General public comment: There was none.

Fire Department Association Report: There was no meeting, the fire department held open house.

Review/approval of meeting minutes for September 16, 2015: Leivo made a motion to approve, Kidd seconded, all in favor no opposed.

Review/approval of next month's purchase orders: motion was made by Leivo first, Oster second, all in favor, no opposed. The Waterous floto pump was explained to the board. The board agreed to the purchase of the pump.

Review/reconciliation of financial statements and bills paid:

Profit and loss balance sheet: an explanation from Cindy was given as to why Pintler's Accounts Receivable did not match that Bigfork Fire. Pintler will start using reports that are based on date of service rather than on date of entry. See letter attached from Pintler Billing Services.

Expense by vendor: no comments

Fire Chief's report: see attached report

Old business:

Exhaust system (action item) Oster made a motion to approve, Leivo seconded the motion, all in favor, no opposed. The board will be using Airpro. They will use a local contractor to do the installation

Second reading of the employee handbook: no comments

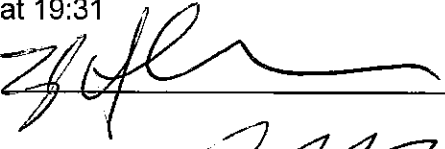
Trustee bylaw amendment (action item) Leivo made a motion to approve, Oster seconded, all in favor, no opposed. There will be an amendment to allow up to two volunteers and include the amended description (see attached).

New business:

Set up apparatus fund and capital outlay (action item) Oster made a motion to approve, Kidd seconded the motion, all in favor, no opposed. The board will set \$30,000 into a capital outlay fund for apparatus.

Motion to adjourn by Oster, the motion was seconded by Kidd, all in favor, no opposed.

Meeting adjourned at 19:31

Minutes Approved:  _____, Chairman

 _____, Recorder

Bigfork Fire District Board of Trustees Meeting

Attendance Sheet for

~~September 16th, 2015~~

October 21st 2015

Signature

Last Name

First Name

Anderson

Zack

Chairman

Oster

Kristy

Vice-Chairman

Patton

Jeremy

Secretary/Treasurer

Leivo

Lee

Trustee

Kidd

Daniel

Trustee

Loeffler

Wayne

Chief

~~Guest~~ TRUSTEE

Guest

Guest

Guest

Guest

Guest

Guest

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BIGFORK FIRE DISTRICT TRUSTEE AGENDA – 10/21/2015

5:00pm Chief Evaluation (Closed Session)

- **General Public Comment**
- **Fire Dept. Association Report**
- **Review/Approval of meeting minutes September 16, 2015**
- **Review/Approval of next month's Purchase Orders**
- **Review Reconciliation of Financial Statements and Bills Paid**
- **Fire Chief Report**
- **Old Business**
 1. Exhaust system, (Action Item)
 2. Employee Handbook, 2nd reading
 3. Trustee by-laws amendment (Action item)
- **New Business**
 1. Set up apparatus fund in Capital Outlay (Action item)

Operational Report Period September 12 – October 16, 2015

<u>Strength</u>	<u>Personnel</u>
	The current Fire Department strength is as follows:
	2 Chief Officers
	4 Officers
	17 Firefighters (SCBA, Support staff, Engineers, EMS)
	8 Probationary Firefighters
	1 LOA
	1 MLOA
	5 PRN Paramedics
	2 Chaplains
	Total Strength 40

Operations

Building Fire	2
Medical assist	1
Emergency medical service	7
EMS Call, Excluding vehicle accident with injury	42
Motor vehicle accident with injuries	3
Motor vehicle accident with no injuries	5
Public Service Assistance	1
Public Service	1
Dispatched and cancelled en route	5
False Alarm or false call	3
Authorized controlled burning	1
Alarm system sounded due to malfunction	1
Smoke detector activation, no fire-unintentional	1
Hazardous Condition	<u>1</u>
	74

Bigfork Fire Department responded to 74 calls, up from 73 last reporting period.

Training

QA/QI (11)	SCBA (2)	Patient Assessment Review (1)	Live Burn (10)
Quick Clot (15)	Cardiac (2)	Ladders/2 nd Story rescue (12)	

Injuries: 0
Accidents: 0
Fire Marshal: Test Fire Hydrants

BIGFORK FIRE DEPARTMENT

Originated by Loeffler

UCI 21 2015

Approved By
Chief [Signature] Date 10/16/2015
Trustee [Signature] Date 10/21/15

**Bigfork Fire District Trustee Meeting
Secretary Notes for Recorder September 16th, 2015
Opened at 18:35**

General Public Comment: None

Welcome new District Trustee Dan Kidd—Chief Loeffler advised that Daniel Kidd has been approved by the Flathead County Election Board.

Fire Dept. Association report: Chief Loeffler advised that the membership may be transitioning to a staff/membership organization and will hold staff/ membership meetings.

Review/Approval of Meeting Minutes August 19th, 2015 (Oster 1st, Patton 2nd) all in favor, no opposed.

Review/Approval of next month's Purchase Orders: (Oster 1st, Kidd 2nd) all in favor, no opposed.

Review Reconciliation of Financial Statements and Bills Paid.

- Profit and Loss/Balance Sheet: The reports were presented to the Board. The Board would like an explanation of the Deferred Income Revenue. Chief Loeffler will have an explanation by the next Board meeting.
- Expense by Vendor: Mr. Kidd questioned if the department compared pricing for EMS supplies and station supplies. Chief Loeffler explained that we try to get at least 3 different price quotes. The department gets its medical drugs from KRMC because we get a discounted rate and the ambulance can get them before they leave the hospital. The Board would also like to see the apparatus numbers on the reports as well. Oster questioned why the Zoll monitors were back in for service. Chief Loeffler explained that they were sent in for annual maintenance.

Fire Chief Report: See attached report(s) "Save the Brain" information was passed out. Mr. Anderson signed the Finley Point Mutual Aid Agreement. The Department received payment by Flathead County for structure protection in Essex. The Department is waiting to find out the results from the ISO inspection. ISO is not sure how they will determine the rating for the district at this point. Mick Borges is currently waiting to receive bids to have the heads on 325 worked on. The 911 Stand raised \$942.00 which will go to the National Fallen Fire Fighters. The Friends of Bigfork Fire fundraiser was successful again this year. The total amount raised should be known by next week. The Department had 12,000 feet of hose tested and all passed but 200 feet. Mr. Kidd questioned the age of the hose and if it needed replaced. Chief explained that as long as the hose passes the testing, it will not need to be replaced and the life expectancy will depend on the usage of the hose. The Department also had the engines pump tested and all passed. The new lighting for the Department will not be done by October 1st.

BIGFORK FIRE DEPARTMENT

Originated by Jerry Patton

Oct 21 2015

Chief	<u>[Signature]</u>	Approved By	<u>[Signature]</u>
Trustee	<u>[Signature]</u>	Date	10/16/2015
		Date	10/21/15

Old Business:

1. S.O.G. 200's – Third reading – (action item) (Oster 1st, Patton 2nd) all in favor, no opposed.
2. Budget for FY 2016 update, final approval — Resolution for Capital Outlay – (action item) (Kidd 1st, Oster 2nd) all in favor, no opposed. The budget was sent in to Flathead County and they determined that Bigfork Fire qualified for an additional \$17,000. The trustees decided to move the extra money into Capital Outlay.
3. Exhaust system update (action item) No action taken. Mr. Patton gave an update that the Ward Diesel system was tested at Columbia Falls and did not pass carbon monoxide emissions. AC Borges will continue to get bids on two more systems.
4. Permissive Levy update (action item) No action taken. The Board decided that it would not be of a great enough benefit at this time. The Board decided to table the Permissive Levy and will revisit it later.

New Business:

1. Employee Handbook
 - A. Recommend changes made by Assoc. Employees
 - B. Use of vacation or sick leave (supplement check). The Department will probably make changes regarding vacation and sick leave.
 - C. Health Insurance (Chief). The Board should consider whether all employees eligible for health insurance should be able to obtain health insurance outside of the Department if it will save the Department money.
2. Pintler Billing Contract (info only). Chief Loeffler notified the Board that Pintler did not raise the rates this year but will likely have to raise them next year. Mrs. Oster asked if Pintler backs up the records and if so, where are they kept. Chief Loeffler said that he will find out and notify the Board. Action (Oster 1st, Kidd 2nd) all in favor, no opposed.
3. Trustee by-laws amendment—Mrs. Oster suggested a revision. Mr. Kidd wants to make sure that the revisions fall within Montana state laws and MCA code. Mr. Kidd will check into this and make a suggestion to the Board.
4. Chief evaluation (closed session) Postponed until October meeting. The Board would like to start the Chief's evaluation in closed session at 5:00 p.m. followed by the regular board meeting.

Motion to adjourn (Oster 1st, Kidd 2nd) all in favor, no opposed.

Meeting adjourned at: 19:56

Minutes Approved: _____, Chairman

_____, Recorder

BIGFORK FIRE DEPARTMENT

Originated by Jerry Patton

ULI 21 2015

Approved By

Chief [Signature] Date 10/14/2015
Trustee [Signature] Date 10/21/15

PO Approval
October 21, 2015

<u>PO #</u>	<u>Vendor</u>	<u>Item(s)</u>	<u>Line Item</u>	<u>Cost per item</u>	<u>Total Cost</u>
7236	EMP	Flowmeter	EMS Supplies	\$57.95	\$115.90
		Chemetron Fitting	EMS Supplies	\$20.49	<u>\$81.96</u>
					\$197.86
7238	Life Assist	Drug Locks (yellow)	EMS Supplies	\$40.00	\$80.00
		Pedia Tape Pediatric	EMS Supplies	\$24.95	\$24.95
		Red cable Pulse Ox	EMS Supplies	\$205.00	\$205.00
		Adult Pulse Oximetry	EMS Supplies	\$259.00	<u>\$259.00</u>
					\$568.95
7251	Paging and Wireless	Minitor VI pager	Radio	\$407.00	\$1,221.00
				S/H	<u>\$38.00</u>
					\$1,259.00
				Rebate \$100.00	\$1,159.00
7260	Amazon	Minitor V batteries	Radio	\$8.15	\$32.60
7261	John Merlet	Waterous pump	Fire Equip	\$2,500.00	\$2,500

BIGFORK FIRE DEPARTMENT

Originated by Lozano

OCT 21 2015

Approved By
Chief LM Date 10/16/15
Trustee AM Date 10/21/15

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through August 2015

	<u>Jul - Aug ...</u>	<u>Budget</u>	<u>% of Bud...</u>
Ordinary Income/Expense			
Income			
31 · TAXES/ASSESSMENTS			
310005 · EMS Levy Lake County	0.00	2,500.00	0.0%
310001 · Flathead County Taxes	5,678.15	292,804.00	1.9%
310002 · Lake County Taxes	8,831.04	88,974.00	9.9%
310004 · EMS Levy Flathead County	0.00	25,000.00	0.0%
Total 31 · TAXES/ASSESSMENTS	14,509.19	409,278.00	3.5%
33 · INTERGOVERNMENTAL			
335230 · Entitlement	0.00	33,475.00	0.0%
335050 · State Ins. Yearly Refund	0.00	300.00	0.0%
337000 · Income - Local Grants	0.00	0.00	0.0%
Total 33 · INTERGOVERNMENTAL	0.00	33,775.00	0.0%
34 · CHARGES FOR SERVICES			
342055 · EMS Billing Income	64,453.12	225,000.00	28.6%
342054 · EMS Class Income	1,400.00	0.00	100.0%
342020 · FIRE PROTECTION			
342021 · Fire District Billing	970.00	5,000.00	19.4%
342022 · Contract Services-Wildfires	2,607.61		
Total 342020 · FIRE PROTECTION	3,577.61	5,000.00	71.6%
Total 34 · CHARGES FOR SERVICES	69,430.73	230,000.00	30.2%
36 · MISCELLANEOUS			
365015 · District Donations	0.00	3,500.00	0.0%
365010 · Reflective Sign Orders	140.00	0.00	100.0%
365008 · FOBF Donations	0.00	0.00	0.0%
362015 · Refunds	4,064.56		
362000 · Tshirt & Hat Sales	1,526.00	0.00	100.0%
362002 · Pop Machine	228.50	0.00	100.0%
362004 · Miscellaneous Income	1,046.75		
362007 · Other Income -General	0.00	500.00	0.0%
362012 · Savings Interest	0.00	0.00	0.0%
365000 · Membership Donations	250.00	6,500.00	3.8%
365001 · Memorial Donations	155.00	0.00	100.0%
Total 36 · MISCELLANEOUS	7,410.81	10,500.00	70.6%
37 · INVESTMENT & ROYALTY EARNINGS			
371009 · Insurance Claim Payment	0.00	0.00	0.0%
371002 · Insurance Dividends	0.00	300.00	0.0%
371003 · Interest Income	477.67	4,500.00	10.6%
371007 · Interest Income - Trust	0.00	0.00	0.0%
Total 37 · INVESTMENT & ROYALTY EARNINGS	477.67	4,800.00	10.0%
Total Income	91,828.40	688,353.00	13.3%
Expense			
420000 · PUBLIC SAFETY			
420700 · EMERGENCY SERVICES			
420710 · ADMINISTRATION			
300-2 · PURCHASED SERVICES			

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through August 2015

	Jul - Aug ...	Budget	% of Bud...
390-3 · Mutual Aid Ambulance Service	150.00	600.00	25.0%
390-2 · Billing Service Refunds	651.03	6,000.00	10.9%
390-1 · Billing Service Fees	5,692.31	18,400.00	30.9%
360-2 · Ambulance Equipment Maintenance	13,605.69	25,000.00	54.4%
Total 300-2 · PURCHASED SERVICES	20,099.03	50,000.00	40.2%
200-2 · SUPPLIES			
220-2 · Medical Supplies	988.36	18,000.00	5.5%
231-2 · Fuel for Ambulance	1,587.68	11,000.00	14.4%
226-2 · EMS Personnel Supplies PPE	198.50	3,000.00	6.6%
Total 200-2 · SUPPLIES	2,774.54	32,000.00	8.7%
Total 420710 · ADMINISTRATION	22,873.57	82,000.00	27.9%
Total 420700 · EMERGENCY SERVICES	22,873.57	82,000.00	27.9%
420400 · FIRE PROTECTION & CONTROL			
420410 · ADMINISTRATION			
100 · PERSONNEL SERVICES			
110-1 · Salary & Wage Expenses	42,066.90	323,000.00	13.0%
130-4 · Retirement - Employer	841.32	12,000.00	7.0%
140-1 · Medical Insurance-Employer	4,059.42	46,200.00	8.8%
140-2 · Unemployment expense	318.33	2,000.00	15.9%
140-3 · Workmans Comp-State Fund	4,079.81	25,000.00	16.3%
140-4 · Comp FICA-MED & SS	3,246.99	23,000.00	14.1%
Total 100 · PERSONNEL SERVICES	54,612.77	431,200.00	12.7%
200-1 · SUPPLIES			
224-1 · Rehabilitation Expense	201.19	750.00	26.8%
220-1 · Operating Station Supplies	1,695.90	8,000.00	21.2%
210-1 · Office Expenses	948.89	13,000.00	7.3%
216-1 · Donations/Gifts	0.00	100.00	0.0%
223-1 · Membership Expenses	547.54	6,500.00	8.4%
226-1 · FIRE Personnel Supplies PPE	2,447.59	10,500.00	23.3%
231-1 · Fuel for Apparatus	1,587.67	8,500.00	18.7%
Total 200-1 · SUPPLIES	7,428.78	47,350.00	15.7%
300-1 · PURCHASED SERVICES			
340-2 · Propane	0.00	3,500.00	0.0%
331-1 · Real Estate/Landfill Taxes	0.00	100.00	0.0%
360-1 · Fire Equipment Maintenance	444.57	25,000.00	1.8%
310-1 · Radio Services	42.94	6,000.00	0.7%
335-1 · Merchant Bank Fees	216.57	1,500.00	14.4%
340-1 · Utilities	2,233.75	13,000.00	17.2%
345-1 · Telephone & DSL	856.80	6,000.00	14.3%
351-1 · Health & Wellness	290.00	9,000.00	3.2%
353-1 · Accounting & Auditing	240.00	10,000.00	2.4%
357-1 · Background Checks	65.45	1,000.00	6.5%
Total 300-1 · PURCHASED SERVICES	4,390.08	75,100.00	5.8%
500 · FIXED CHARGES			
513-1 · General Liability Insurance	0.00	19,535.00	0.0%

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through August 2015

	<u>Jul - Aug ...</u>	<u>Budget</u>	<u>% of Bud...</u>
Total 500 · FIXED CHARGES	0.00	19,535.00	0.0%
900-1 · CAPITAL OUTLAY			
940-2 · New Ambulance	0.00	0.00	0.0%
920-2 · Building Improvements	4,662.00	87,500.00	5.3%
940-1 · Machinery & Equipment	0.00	72,500.00	0.0%
Total 900-1 · CAPITAL OUTLAY	<u>4,662.00</u>	<u>160,000.00</u>	<u>2.9%</u>
Total 420410 · ADMINISTRATION	<u>71,093.63</u>	<u>733,185.00</u>	<u>9.7%</u>
Total 420400 · FIRE PROTECTION & CONTROL	71,093.63	733,185.00	9.7%
420430 · PERSONNEL TRAINING			
380-1 · Training	<u>713.46</u>	<u>7,000.00</u>	<u>10.2%</u>
Total 420430 · PERSONNEL TRAINING	<u>713.46</u>	<u>7,000.00</u>	<u>10.2%</u>
420440 · FIRE PREVENTION			
210-5 · Fire Prevention Supplies	<u>150.00</u>	<u>3,500.00</u>	<u>4.3%</u>
Total 420440 · FIRE PREVENTION	<u>150.00</u>	<u>3,500.00</u>	<u>4.3%</u>
420460 · FIRE SUPPRESSION			
100-1 · Volunteer Stipend			
105-1 · Pay Per Call/On Call Stipend	<u>9,575.15</u>	<u>15,000.00</u>	<u>63.8%</u>
Total 100-1 · Volunteer Stipend	<u>9,575.15</u>	<u>15,000.00</u>	<u>63.8%</u>
205-1 · Recruiting	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>
Total 420460 · FIRE SUPPRESSION	<u>9,575.15</u>	<u>15,500.00</u>	<u>61.8%</u>
Total 420000 · PUBLIC SAFETY	104,405.81	841,185.00	12.4%
420490 · DEBT SERVICE			
600 · DEBT SERVICE			
620-2 · Interest of LTD-342 Loan	1,648.11	3,212.61	51.3%
610-2 · Principal of LTD-342 Loan	<u>48,351.89</u>	<u>96,787.39</u>	<u>50.0%</u>
Total 600 · DEBT SERVICE	<u>50,000.00</u>	<u>100,000.00</u>	<u>50.0%</u>
Total 420490 · DEBT SERVICE	<u>50,000.00</u>	<u>100,000.00</u>	<u>50.0%</u>
Total Expense	<u>154,405.81</u>	<u>941,185.00</u>	<u>16.4%</u>
Net Ordinary Income	-62,577.41	-252,832.00	24.8%
Other Income/Expense			
Other Income			
38 · OTHER FINANCING SOURCES			
381072 · Proceeds sale of capital asset	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total 38 · OTHER FINANCING SOURCES	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>

12:39 PM
10/12/15
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through August 2015

	<u>Jul - Aug ...</u>	<u>Budget</u>	<u>% of Bud...</u>
Net Income	<u>-62,577.41</u>	<u>-252,832.00</u>	<u>24.8%</u>

BIGFORK FIRE DEPARTMENT

Originated by Cindy Norred

UCI 21 2015

Approved By
Chief W Date 10/14/2015
Trustee SW Date 10/21/15

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through September 2015

	<u>Jul - Sep 15</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
31 · TAXES/ASSESSMENTS			
310005 · EMS Levy Lake County	0.00	2,500.00	0.0%
310001 · Flathead County Taxes	5,713.51	292,804.00	2.0%
310002 · Lake County Taxes	9,098.06	88,974.00	10.2%
310004 · EMS Levy Flathead County	0.00	25,000.00	0.0%
Total 31 · TAXES/ASSESSMENTS	14,811.57	409,278.00	3.6%
33 · INTERGOVERNMENTAL			
335230 · Entitlement	7,187.67	33,475.00	21.5%
335050 · State Ins. Yearly Refund	0.00	300.00	0.0%
337000 · Income - Local Grants	0.00	0.00	0.0%
Total 33 · INTERGOVERNMENTAL	7,187.67	33,775.00	21.3%
34 · CHARGES FOR SERVICES			
342055 · EMS Billing Income	98,856.56	225,000.00	43.9%
342054 · EMS Class Income	1,400.00	0.00	100.0%
342020 · FIRE PROTECTION			
342021 · Fire District Billing	1,005.00	5,000.00	20.1%
342022 · Contract Services-Wildfires	5,390.11		
Total 342020 · FIRE PROTECTION	6,395.11	5,000.00	127.9%
Total 34 · CHARGES FOR SERVICES	106,651.67	230,000.00	46.4%
36 · MISCELLANEOUS			
365015 · District Donations	0.00	3,500.00	0.0%
365010 · Reflective Sign Orders	140.00	0.00	100.0%
365008 · FOBF Donations	0.00	0.00	0.0%
362015 · Refunds	4,064.56		
362000 · Tshirt & Hat Sales	1,556.00	0.00	100.0%
362002 · Pop Machine	228.50	0.00	100.0%
362004 · Miscellaneous Income	1,046.75		
362007 · Other Income -General	0.00	500.00	0.0%
362012 · Savings Interest	0.00	0.00	0.0%
365000 · Membership Donations	2,042.00	6,500.00	31.4%
365001 · Memorial Donations	155.00	0.00	100.0%
36 · MISCELLANEOUS - Other	0.00		
Total 36 · MISCELLANEOUS	9,232.81	10,500.00	87.9%
37 · INVESTMENT & ROYALTY EARNINGS			
371009 · Insurance Claim Payment	0.00	0.00	0.0%
371002 · Insurance Dividends	0.00	300.00	0.0%
371003 · Interest Income	721.49	4,500.00	16.0%
371007 · Interest Income - Trust	0.00	0.00	0.0%
Total 37 · INVESTMENT & ROYALTY EARNINGS	721.49	4,800.00	15.0%
Total Income	138,605.21	688,353.00	20.1%
Expense			
420000 · PUBLIC SAFETY			
420700 · EMERGENCY SERVICES			
420710 · ADMINISTRATION			

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through September 2015

	<u>Jul - Sep 15</u>	<u>Budget</u>	<u>% of Budget</u>
300-2 · PURCHASED SERVICES			
390-3 · Mutual Aid Ambulance Service	450.00	600.00	75.0%
390-2 · Billing Service Refunds	712.75	6,000.00	11.9%
390-1 · Billing Service Fees	8,268.21	18,400.00	44.9%
360-2 · Ambulance Equipment Maintenance	13,605.69	25,000.00	54.4%
Total 300-2 · PURCHASED SERVICES	23,036.65	50,000.00	46.1%
200-2 · SUPPLIES			
220-2 · Medical Supplies	3,389.92	18,000.00	18.8%
231-2 · Fuel for Ambulance	2,737.08	11,000.00	24.9%
226-2 · EMS Personnel Supplies PPE	198.50	3,000.00	6.6%
Total 200-2 · SUPPLIES	6,325.50	32,000.00	19.8%
Total 420710 · ADMINISTRATION	29,362.15	82,000.00	35.8%
Total 420700 · EMERGENCY SERVICES	29,362.15	82,000.00	35.8%
420400 · FIRE PROTECTION & CONTROL			
420410 · ADMINISTRATION			
100 · PERSONNEL SERVICES			
110-1 · Salary & Wage Expenses	69,516.16	323,000.00	21.5%
130-4 · Retirement - Employer	1,236.18	12,000.00	10.3%
140-1 · Medical Insurance-Employer	7,230.90	46,200.00	15.7%
140-2 · Unemployment expense	735.21	2,000.00	36.8%
140-3 · Workmans Comp-State Fund	5,815.04	25,000.00	23.3%
140-4 · Comp FICA-MED & SS	5,346.82	23,000.00	23.2%
Total 100 · PERSONNEL SERVICES	89,880.31	431,200.00	20.8%
200-1 · SUPPLIES			
224-1 · Rehabilitation Expense	201.19	750.00	26.8%
220-1 · Operating Station Supplies	1,880.56	8,000.00	23.5%
210-1 · Office Expenses	1,550.02	13,000.00	11.9%
216-1 · Donations/Gifts	0.00	100.00	0.0%
223-1 · Membership Expenses	721.56	6,500.00	11.1%
226-1 · FIRE Personnel Supplies PPE	2,643.59	10,500.00	25.2%
231-1 · Fuel for Apparatus	2,737.08	8,500.00	32.2%
Total 200-1 · SUPPLIES	9,734.00	47,350.00	20.6%
300-1 · PURCHASED SERVICES			
340-2 · Propane	0.00	3,500.00	0.0%
331-1 · Real Estate/Landfill Taxes	0.00	100.00	0.0%
360-1 · Fire Equipment Maintenance	5,608.31	25,000.00	22.4%
310-1 · Radio Services	42.94	6,000.00	0.7%
335-1 · Merchant Bank Fees	286.09	1,500.00	19.1%
340-1 · Utilities	3,279.20	13,000.00	25.2%
345-1 · Telephone & DSL	1,158.80	6,000.00	19.3%
351-1 · Health & Wellness	1,249.17	9,000.00	13.9%
353-1 · Accounting & Auditing	240.00	10,000.00	2.4%
357-1 · Background Checks	156.40	1,000.00	15.6%
Total 300-1 · PURCHASED SERVICES	12,020.91	75,100.00	16.0%
500 · FIXED CHARGES			
513-1 · General Liability Insurance	0.00	19,535.00	0.0%

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through September 2015

	<u>Jul - Sep 15</u>	<u>Budget</u>	<u>% of Budget</u>
Total 500 · FIXED CHARGES	0.00	19,535.00	0.0%
900-1 · CAPITAL OUTLAY			
940-2 · New Ambulance	154.00	0.00	100.0%
920-2 · Building Improvements	4,662.00	87,500.00	5.3%
940-1 · Machinery & Equipment	0.00	72,500.00	0.0%
Total 900-1 · CAPITAL OUTLAY	4,816.00	160,000.00	3.0%
Total 420410 · ADMINISTRATION	116,451.22	733,185.00	15.9%
Total 420400 · FIRE PROTECTION & CONTROL	116,451.22	733,185.00	15.9%
420430 · PERSONNEL TRAINING			
380-1 · Training	894.45	7,000.00	12.8%
Total 420430 · PERSONNEL TRAINING	894.45	7,000.00	12.8%
420440 · FIRE PREVENTION			
210-5 · Fire Prevention Supplies	150.00	3,500.00	4.3%
110-2 · Salary & Wages	0.00		
Total 420440 · FIRE PREVENTION	150.00	3,500.00	4.3%
420460 · FIRE SUPPRESSION			
100-1 · Volunteer Stipend			
105-1 · Pay Per Call/On Call Stipend	9,922.75	15,000.00	66.2%
100-1 · Volunteer Stipend - Other	127.70		
Total 100-1 · Volunteer Stipend	10,050.45	15,000.00	67.0%
205-1 · Recruiting	0.00	500.00	0.0%
Total 420460 · FIRE SUPPRESSION	10,050.45	15,500.00	64.8%
Total 420000 · PUBLIC SAFETY	156,908.27	841,185.00	18.7%
420490 · DEBT SERVICE			
600 · DEBT SERVICE			
620-2 · Interest of LTD-342 Loan	1,648.11	3,212.61	51.3%
610-2 · Principal of LTD-342 Loan	48,351.89	96,787.39	50.0%
Total 600 · DEBT SERVICE	50,000.00	100,000.00	50.0%
Total 420490 · DEBT SERVICE	50,000.00	100,000.00	50.0%
Total Expense	206,908.27	941,185.00	22.0%
Net Ordinary Income	-68,303.06	-252,832.00	27.0%
Other Income/Expense			
Other Income			
38 · OTHER FINANCING SOURCES			
381072 · Proceeds sale of capital asset	0.00	0.00	0.0%
Total 38 · OTHER FINANCING SOURCES	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.0%

12:39 PM
10/12/15
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July through September 2015

	Jul - Sep 15	Budget	% of Budget
Net Other Income	0.00	0.00	0.0%
Net Income	-68,303.06	-252,832.00	27.0%

BIGFORK FIRE DEPARTMENT
Originated by Cindy Norred

UCI 2 1 2015

Approved By
Chief we Date 10/16/2015
Trustee JRP Date 10/21/15

Bigfork Fire District
Balance Sheet
As of July 31, 2015

	Jul 31, 15
ASSETS	
Current Assets	
Checking/Savings	
101000 · CASH ALL FUNDS	
1010001 · GENERAL FUND	
1010011 · General-Glacier Bank - County	477,698.93
1011001 · General-Retirement Savings	305.34
Total 1010001 · GENERAL FUND	478,004.27
1020000 · RESTRICTED CASH	
1020003 · Ralph Barton Trust Fund-Flathead	31,529.71
Total 1020000 · RESTRICTED CASH	31,529.71
Total 101000 · CASH ALL FUNDS	509,533.98
Total Checking/Savings	509,533.98
Other Current Assets	
122020 · Accounts Receivable-Fire 3rd Par	-1,035.00
122010 · Accounts Receivable-EMS 3rd Par	11,852.14
Total Other Current Assets	10,817.14
Total Current Assets	520,351.12
TOTAL ASSETS	520,351.12
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
206130 · ACCRUED PAYROLL PAYABLE	
2061311 · Payroll-SWHMT	768.00
2061321 · Payroll - UI	-289.23
2061381 · Retirement Payable	844.82
Total 206130 · ACCRUED PAYROLL PAYABLE	1,323.59
2230001 · Deferred Income-Revenues	10,817.14
Total Other Current Liabilities	12,140.73
Total Current Liabilities	12,140.73
Total Liabilities	12,140.73
Equity	
271000 · Retained Earnings	-1,470,641.55
1 · General fund	107,692.33
2 · Fire Dept Contribution Fund	11,938.14
3 · Ralph Barton Trust Fund	33,848.21
9500 · GFAAG ACCOUNT GROUP	1,879,303.88
Net Income	-53,930.62
Total Equity	508,210.39

BIGFORK FIRE DEPARTMENT

Originated by Cindy Norred

UCL 21 2015

Approved By
Chief [Signature] Date 10/16/2015
Trustee [Signature] Date 10/21/15

12:42 PM
10/12/15
Cash Basis

Bigfork Fire District
Balance Sheet
As of July 31, 2015

TOTAL LIABILITIES & EQUITY

Jul 31, 15

520,351.12

BIGFORK FIRE DEPARTMENT

Originated by Cindy Norred

ULI 21 2015

Approved By

Chief W Date 10/16/2015
Trustee JM Date 10/21/15

Bigfork Fire District
Balance Sheet
As of August 31, 2015

	Aug 31, 15
ASSETS	
Current Assets	
Checking/Savings	
101000 · CASH ALL FUNDS	
1010001 · GENERAL FUND	
1010011 · General-Glacier Bank - County	478,599.10
1011001 · General-Retirement Savings	305.34
Total 1010001 · GENERAL FUND	478,904.44
1020000 · RESTRICTED CASH	
1020003 · Ralph Barton Trust Fund-Flathead	31,529.71
Total 1020000 · RESTRICTED CASH	31,529.71
Total 101000 · CASH ALL FUNDS	510,434.15
Total Checking/Savings	510,434.15
Total Current Assets	510,434.15
TOTAL ASSETS	510,434.15
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
206130 · ACCRUED PAYROLL PAYABLE	
2061311 · Payroll-SWHMT	6.00
2061321 · Payroll - UI	-172.26
2061381 · Retirement Payable	837.82
Total 206130 · ACCRUED PAYROLL PAYABLE	671.56
Total Other Current Liabilities	671.56
Total Current Liabilities	671.56
Total Liabilities	671.56
Equity	
271000 · Retained Earnings	-1,470,641.55
1 · General fund	107,692.33
2 · Fire Dept Contribution Fund	11,938.14
3 · Ralph Barton Trust Fund	33,848.21
9500 · GFAAG ACCOUNT GROUP	
9501 · Restatement	10,198.99
9500 · GFAAG ACCOUNT GROUP - Other	1,879,303.88
Total 9500 · GFAAG ACCOUNT GROUP	1,889,502.87
Net Income	-62,577.41
Total Equity	509,762.59
TOTAL LIABILITIES & EQUITY	510,434.15

BIGFORK FIRE DEPARTMENT

Originated by Cindy Norred

OCT 21 2015

Approved By
Chief [Signature] Date 10/16/2015
Trustee [Signature] Date 10/21/15

Bigfork Fire District
Balance Sheet
As of September 30, 2015

		Sep 30, 15
ASSETS		
Current Assets		
Checking/Savings		
101000 · CASH ALL FUNDS		
1010001 · GENERAL FUND		
1010011 · General-Glacier Bank - County	474,363.09	
1011001 · General-Retirement Savings	305.34	
Total 1010001 · GENERAL FUND	474,668.43	
1020000 · RESTRICTED CASH		
1020003 · Ralph Barton Trust Fund-Flathead	31,529.71	
Total 1020000 · RESTRICTED CASH	31,529.71	
Total 101000 · CASH ALL FUNDS	506,198.14	
Total Checking/Savings	506,198.14	
Total Current Assets	506,198.14	
TOTAL ASSETS	506,198.14	
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
206130 · ACCRUED PAYROLL PAYABLE		
2061311 · Payroll-SWHMT	1,069.00	
2061321 · Payroll - UI	302.48	
2061381 · Retirement Payable	789.72	
Total 206130 · ACCRUED PAYROLL PAYABLE	2,161.20	
Total Other Current Liabilities	2,161.20	
Total Current Liabilities	2,161.20	
Total Liabilities	2,161.20	
Equity		
271000 · Retained Earnings	-1,470,641.55	
1 · General fund	107,692.33	
2 · Fire Dept Contribution Fund	11,938.14	
3 · Ralph Barton Trust Fund	33,848.21	
9500 · GFAAG ACCOUNT GROUP		
9501 · Restatement	10,198.99	
9500 · GFAAG ACCOUNT GROUP - Other	1,879,303.88	
Total 9500 · GFAAG ACCOUNT GROUP	1,889,502.87	
Net Income	-68,303.06	
Total Equity	504,036.94	
TOTAL LIABILITIES & EQUITY	506,198.14	

Bigfork Fire Department

Originated by Cindy Norred

OCT 21 2015

Approved By
Chief [Signature] Date 10/16/2015
Trustee [Signature] Date 10/21/15

Bigfork Fire Department
Adjustments
Fiscal year 2016

POST ON AUGUST 31, 2015

Adj #	Fund Name	Fund Number	Account #	Description	Debit	(Credit)	WP Ref	Employee Signoff
1	General	1000	1010011	Cash	\$ 0.08			TZB
	General	1000		Restatement		\$ (0.08)		
	General	1000	1010011	Cash	\$ 7,902.00			
	General	1000		Restatement		\$ (7,902.00)		
	General	1000	1010011	Cash	\$ 200.00			
	General	1000		Restatement		\$ (200.00)		
	General	1000	1010011	Cash	\$ 190.00			
	General	1000				\$ (190.00)		
	General	1000	1010011	Cash	\$ 901.82			
	General	1000				\$ (901.82)		
	General	1000	1010011	Cash	\$ 1,005.09			
	General	1000		Restatement		\$ (1,005.09)		
	Total Adjustments				\$ 10,198.99	\$ (10,198.99)		

Reason:

To remove duplicated checks automatic IRS payments that have already processed and other JV's posted as warrants in the accounting system.

Client's approval of proposed adjustment(s):

Signature & Date

[Signature] 10/5/2015



APPROVED

il
10/5/2015

Account #

9501 Restatement

BIGFORK FIRE DEPARTMENT

Originated by Timothy Byrd @ Denning, Downey & Associates

UCL 21 2015

Approved By

Chief *[Signature]* Date 10/16/2015

Trustee *[Signature]* Date 10/21/15

JE 1191
10/5/15
entered in

Bigfork Fire Department
Adjustments
Fiscal year 2015

POST ON AUGUST 31, 2015

Adj #	Fund Name	Fund Number	Account #	Description	Debit	(Credit)	WP Ref	Employee Signoff
1	General	1000	122020	Accounts Receivable - Fire 3rd Party	\$ 1,070.00		607	TZB
	General	1000	122010	Accounts Receivable - EMS 3rd Party	\$ 22,768.31			
	General	1000	2230001	Deferred Income-Revenues		\$ 23,838.31		
Total Adjustments					\$ 23,838.31	\$ 23,838.31		
Reason:		FY16 adjustments to adjust the balance sheet to budgetary (cash) basis.						

Client's approval of proposed adjustment(s):

Signature & Date Way Jaffe 9/28/15

Entered
IN
JE 1189

APPROVED
al
9/28/15

BIGFORK FIRE DEPARTMENT

Originated by Timothy Byrd @ Denning, Downey & Associates

OCT 21 2015

Approved By
Chief WJ Date 10/16/2015
Trustee [Signature] Date 10/21/15

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 2015

	<u>Jul 15</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
31 · TAXES/ASSESSMENTS			
310005 · EMS Levy Lake County	0.00	2,500.00	0.0%
310001 · Flathead County Taxes	5,521.17	292,804.00	1.9%
310002 · Lake County Taxes	7,739.57	88,974.00	8.7%
310004 · EMS Levy Flathead County	0.00	25,000.00	0.0%
Total 31 · TAXES/ASSESSMENTS	<u>13,260.74</u>	<u>409,278.00</u>	<u>3.2%</u>
33 · INTERGOVERNMENTAL			
335230 · Entitlement	0.00	33,475.00	0.0%
335050 · State Ins. Yearly Refund	0.00	300.00	0.0%
337000 · Income - Local Grants	0.00	0.00	0.0%
Total 33 · INTERGOVERNMENTAL	<u>0.00</u>	<u>33,775.00</u>	<u>0.0%</u>
34 · CHARGES FOR SERVICES			
342055 · EMS Billing Income	29,805.53	225,000.00	13.2%
342054 · EMS Class Income	1,400.00	0.00	100.0%
342020 · FIRE PROTECTION			
342021 · Fire District Billing	935.00	5,000.00	18.7%
342022 · Contract Services-Wildfires	2,607.61		
Total 342020 · FIRE PROTECTION	<u>3,542.61</u>	<u>5,000.00</u>	<u>70.9%</u>
Total 34 · CHARGES FOR SERVICES	<u>34,748.14</u>	<u>230,000.00</u>	<u>15.1%</u>
36 · MISCELLANEOUS			
365015 · District Donations	0.00	3,500.00	0.0%
365010 · Reflective Sign Orders	80.00	0.00	100.0%
365008 · FOBF Donations	0.00	0.00	0.0%
362000 · Tshirt & Hat Sales	1,426.00	0.00	100.0%
362002 · Pop Machine	0.00	0.00	0.0%
362004 · Miscellaneous Income	1,046.75		
362007 · Other Income -General	0.00	500.00	0.0%
362012 · Savings Interest	0.00	0.00	0.0%
365000 · Membership Donations	150.00	6,500.00	2.3%
365001 · Memorial Donations	135.00	0.00	100.0%
Total 36 · MISCELLANEOUS	<u>2,837.75</u>	<u>10,500.00</u>	<u>27.0%</u>
37 · INVESTMENT & ROYALTY EARNINGS			
371009 · Insurance Claim Payment	0.00	0.00	0.0%
371002 · Insurance Dividends	0.00	300.00	0.0%
371003 · Interest Income	0.00	4,500.00	0.0%
371007 · Interest Income - Trust	0.00	0.00	0.0%
Total 37 · INVESTMENT & ROYALTY EARNINGS	<u>0.00</u>	<u>4,800.00</u>	<u>0.0%</u>
Total Income	<u>50,846.63</u>	<u>688,353.00</u>	<u>7.4%</u>
Expense			
420000 · PUBLIC SAFETY			
420700 · EMERGENCY SERVICES			
420710 · ADMINISTRATION			
300-2 · PURCHASED SERVICES			
390-3 · Mutual Aid Ambulance Service	150.00	600.00	25.0%

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 2015

	<u>Jul 15</u>	<u>Budget</u>	<u>% of Budget</u>
390-2 · Billing Service Refunds	651.03	6,000.00	10.9%
390-1 · Billing Service Fees	3,400.58	18,400.00	18.5%
360-2 · Ambulance Equipment Maintenance	7,380.38	25,000.00	29.5%
Total 300-2 · PURCHASED SERVICES	11,581.99	50,000.00	23.2%
200-2 · SUPPLIES			
220-2 · Medical Supplies	724.69	18,000.00	4.0%
231-2 · Fuel for Ambulance	974.56	11,000.00	8.9%
226-2 · EMS Personnel Supplies PPE	198.50	3,000.00	6.6%
Total 200-2 · SUPPLIES	1,897.75	32,000.00	5.9%
Total 420710 · ADMINISTRATION	13,479.74	82,000.00	16.4%
Total 420700 · EMERGENCY SERVICES	13,479.74	82,000.00	16.4%
420400 · FIRE PROTECTION & CONTROL			
420410 · ADMINISTRATION			
100 · PERSONNEL SERVICES			
110-1 · Salary & Wage Expenses	18,917.93	323,000.00	5.9%
130-4 · Retirement - Employer	422.41	12,000.00	3.5%
140-1 · Medical Insurance-Employer	2,029.71	46,200.00	4.4%
140-2 · Unemployment expense	143.50	2,000.00	7.2%
140-3 · Workmans Comp-State Fund	1,735.23	25,000.00	6.9%
140-4 · Comp FICA-MED & SS	1,463.80	23,000.00	6.4%
Total 100 · PERSONNEL SERVICES	24,712.58	431,200.00	5.7%
200-1 · SUPPLIES			
224-1 · Rehabilitation Expense	81.19	750.00	10.8%
220-1 · Operating Station Supplies	317.91	8,000.00	4.0%
210-1 · Office Expenses	347.66	13,000.00	2.7%
216-1 · Donations/Gifts	0.00	100.00	0.0%
223-1 · Membership Expenses	104.02	6,500.00	1.6%
226-1 · FIRE Personnel Supplies PPE	2,387.59	10,500.00	22.7%
231-1 · Fuel for Apparatus	974.55	8,500.00	11.5%
Total 200-1 · SUPPLIES	4,212.92	47,350.00	8.9%
300-1 · PURCHASED SERVICES			
340-2 · Propane	0.00	3,500.00	0.0%
331-1 · Real Estate/Landfill Taxes	0.00	100.00	0.0%
360-1 · Fire Equipment Maintenance	267.17	25,000.00	1.1%
310-1 · Radio Services	0.00	6,000.00	0.0%
335-1 · Merchant Bank Fees	155.58	1,500.00	10.4%
340-1 · Utilities	1,166.85	13,000.00	9.0%
345-1 · Telephone & DSL	390.62	6,000.00	6.5%
351-1 · Health & Wellness	48.00	9,000.00	0.5%
353-1 · Accounting & Auditing	0.00	10,000.00	0.0%
357-1 · Background Checks	0.00	1,000.00	0.0%
Total 300-1 · PURCHASED SERVICES	2,028.22	75,100.00	2.7%
500 · FIXED CHARGES			
513-1 · General Liability Insurance	0.00	19,535.00	0.0%
Total 500 · FIXED CHARGES	0.00	19,535.00	0.0%

12:38 PM
10/12/15
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 2015

	Jul 15	Budget	% of Budget
900-1 · CAPITAL OUTLAY			
940-2 · New Ambulance	0.00	0.00	0.0%
920-2 · Building Improvements	4,662.00	87,500.00	5.3%
940-1 · Machinery & Equipment	0.00	72,500.00	0.0%
Total 900-1 · CAPITAL OUTLAY	<u>4,662.00</u>	<u>160,000.00</u>	<u>2.9%</u>
Total 420410 · ADMINISTRATION	<u>35,615.72</u>	<u>733,185.00</u>	<u>4.9%</u>
Total 420400 · FIRE PROTECTION & CONTROL	<u>35,615.72</u>	<u>733,185.00</u>	<u>4.9%</u>
420430 · PERSONNEL TRAINING			
380-1 · Training	410.00	7,000.00	5.9%
Total 420430 · PERSONNEL TRAINING	<u>410.00</u>	<u>7,000.00</u>	<u>5.9%</u>
420440 · FIRE PREVENTION			
210-5 · Fire Prevention Supplies	0.00	3,500.00	0.0%
Total 420440 · FIRE PREVENTION	<u>0.00</u>	<u>3,500.00</u>	<u>0.0%</u>
420460 · FIRE SUPPRESSION			
100-1 · Volunteer Stipend			
105-1 · Pay Per Call/On Call Stipend	5,271.79	15,000.00	35.1%
Total 100-1 · Volunteer Stipend	<u>5,271.79</u>	<u>15,000.00</u>	<u>35.1%</u>
205-1 · Recruiting	0.00	500.00	0.0%
Total 420460 · FIRE SUPPRESSION	<u>5,271.79</u>	<u>15,500.00</u>	<u>34.0%</u>
Total 420000 · PUBLIC SAFETY	<u>54,777.25</u>	<u>841,185.00</u>	<u>6.5%</u>
420490 · DEBT SERVICE			
600 · DEBT SERVICE			
620-2 · Interest of LTD-342 Loan	1,648.11	3,212.61	51.3%
610-2 · Principal of LTD-342 Loan	48,351.89	96,787.39	50.0%
Total 600 · DEBT SERVICE	<u>50,000.00</u>	<u>100,000.00</u>	<u>50.0%</u>
Total 420490 · DEBT SERVICE	<u>50,000.00</u>	<u>100,000.00</u>	<u>50.0%</u>
Total Expense	<u>104,777.25</u>	<u>941,185.00</u>	<u>11.1%</u>
Net Ordinary Income	<u>-53,930.62</u>	<u>-252,832.00</u>	<u>21.3%</u>
Other Income/Expense			
Other Income			
38 · OTHER FINANCING SOURCES			
381072 · Proceeds sale of capital asset	0.00	0.00	0.0%
Total 38 · OTHER FINANCING SOURCES	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u>-53,930.62</u>	<u>-252,832.00</u>	<u>21.3%</u>

BIGFORK FIRE DEPARTMENT

Originated by Cindy Norred

OCT 21 2015

Approved By _____
Chief [Signature] Date 10/16/2015
Trustee [Signature] Date 10/21/15

12:42 PM
10/12/15
Cash Basis

Bigfork Fire District
Balance Sheet
As of June 30, 2015

	Jun 30, 15
ASSETS	
Current Assets	
Checking/Savings	
101000 · CASH ALL FUNDS	
1010001 · GENERAL FUND	
1010011 · General-Glacier Bank - County	530,305.96
1011001 · General-Retirement Savings	305.34
Total 1010001 · GENERAL FUND	530,611.30
1020000 · RESTRICTED CASH	
1020003 · Ralph Barton Trust Fund-Flathead	32,279.71
Total 1020000 · RESTRICTED CASH	32,279.71
Total 101000 · CASH ALL FUNDS	562,891.01
Total Checking/Savings	562,891.01
Total Current Assets	562,891.01
TOTAL ASSETS	562,891.01
LIABILITIES & EQUITY	
Equity	
271000 · Retained Earnings	-1,248,887.86
1 · General fund	107,692.33
2 · Fire Dept Contribution Fund	11,938.14
3 · Ralph Barton Trust Fund	34,598.21
9500 · GFAAG ACCOUNT GROUP	1,879,303.88
Net Income	-221,753.69
Total Equity	562,891.01
TOTAL LIABILITIES & EQUITY	562,891.01

BIGFORK FIRE DEPARTMENT

Originated by Cindy Norred

UCI 21 2015

Approved By
Chief [Signature] Date 10/16/2015
Trustee [Signature] Date 10/21/15

Bigfork Fire District
Adjustments
Fiscal year 2015

POST AS OF JUNE 30, 2015

Adj #	Fund Name	Fund Number	Account #	Description	Beginning Balance DR (CR)	Debit	(Credit)	Ending Balance DR (CR)	WP Ref	Employee Signoff
	Government Wide	--	122020	Accounts Receivable - Fire	\$ 17,518.35		\$ (17,518.35)	\$ -		
	Government Wide	--	122010	Accounts Receivable - EMS	\$ 220,131.59		\$ (220,131.59)	\$ -		
	Government Wide	--	1820001	Building	\$ 1,095.68		\$ (1,095.68)	\$ -		
	Government Wide	--	1360001	Equipment - Fixed Assets	\$ 1,879,503.88		\$ (1,879,503.88)	\$ -		
	Government Wide	--	180000	Capital Assets - All Funds Other	\$ 163,680.00		\$ (163,680.00)	\$ -		
	Government Wide	--	170001	Payroll Tax Overpayment	\$ (230.00)	\$ 230.00		\$ -		
	Government Wide	--	2061311	Payroll-SWRMT	\$ 549.00		\$ (549.00)	\$ -		
	Government Wide	--	2061321	Payroll - UI	\$ 119.42	\$ 19.42		\$ -		
	Government Wide	--	2220001	Deferred Income - Revenues	\$ (235,545.81)	\$ 235,545.81		\$ -		
	Government Wide	--	2710001	Retained Earnings	\$ (97,595.41)	\$ 2,046,583.17		\$ 1,248,887.36		
				Total of Adjustments		\$ 2,282,278.50	\$ (2,282,278.50)	\$ -		

Reason: To adjust the Fire Districts balance sheet to budgetary basis (cash) reporting

Client's approval of proposed adjustment(s):

Signature & Date

[Signature] 9/23/15

BIGFORK FIRE DEPARTMENT

Originated by Timothy Byrd@Denning, Downey & Associates

UCL 21 2015

Approved By

Chief [Signature]
Trustee [Signature]

Date 10/16/2015
Date 10/21/15

600

Entered
TH
@
JE 1184
6/30/15

Bigfork FD
Adjustments
Fiscal year 2015

POST AS OF JUNE 30, 2015

Adj #	Fund Name	Fund Number	Account #	Description	Debit	(Credit)	WP Ref	Employee Signoff
* JE 1185	General	1000	1100021	Lake County Taxes Receivable		\$ (24,447.81)	606	TZB
	General	1000	271000	Retained Earnings	\$ 24,447.81			
* JE 1186	General	1000	110000	Taxes Receivable - Other	\$ 24,447.81			
	General	1000	271000	Retained Earnings		\$ (24,447.81)		
* JE 1187	General	1000	1100011	Flathead County Taxes Receivable		\$ (146,391.29)		
	General	1000	271000	Retained Earnings	\$ 146,391.29			
* JE 1188	General	1000	110000	Taxes Receivable - Other	\$ 146,391.29			
	General	1000	271000	Retained Earnings		\$ 146,391.29		
Total of Adjustments					\$ 341,678.20	\$ (48,895.62)		

Reason:

FY15 adjustments to adjust the balance sheet to budgetary (cash) basis.

Client's approval of proposed adjustment(s):

Signature & Date

W. J. Jaffer 9/28/15



APPROVED
W
9/28/15

BIGFORK FIRE DEPARTMENT

Originated by Timothy Byrd @ Denning, Downey & Associates

UCL 21 2015

Approved By

Chief
Trustee

W Date 12/16/15
JR Date 10/21/15

600

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
31 · TAXES/ASSESSMENTS			
310005 · EMS Levy Lake County	2,500.00	2,500.00	100.0%
310001 · Flathead County Taxes	299,994.94	292,804.00	102.5%
310002 · Lake County Taxes	94,201.80	88,974.00	105.9%
310004 · EMS Levy Flathead County	32,835.00	25,000.00	131.3%
Total 31 · TAXES/ASSESSMENTS	429,531.74	409,278.00	104.9%
33 · INTERGOVERNMENTAL			
335230 · Entitlement	27,913.28	33,475.00	83.4%
331000 · Income - Federal Grants	0.00	0.00	0.0%
335050 · State Ins. Yearly Refund	300.00	300.00	100.0%
337000 · Income - Local Grants	1,833.33	0.00	100.0%
Total 33 · INTERGOVERNMENTAL	30,046.61	33,775.00	89.0%
34 · CHARGES FOR SERVICES			
342056 · EMS Mutual Aid Income	300.00		
342055 · EMS Billing Income	279,543.72	225,000.00	124.2%
342054 · EMS Class Income	2,420.00	0.00	100.0%
342020 · FIRE PROTECTION			
342021 · Fire District Billing	8,590.00	5,000.00	171.8%
Total 342020 · FIRE PROTECTION	8,590.00	5,000.00	171.8%
Total 34 · CHARGES FOR SERVICES	290,853.72	230,000.00	126.5%
36 · MISCELLANEOUS			
365015 · District Donations	2,500.00	3,500.00	71.4%
365010 · Reflective Sign Orders	740.00	0.00	100.0%
365008 · FOBF Donations	60,248.82	0.00	100.0%
362015 · Refunds	134.48		
362000 · Tshirt & Hat Sales	2,740.95	0.00	100.0%
362002 · Pop Machine	233.10	0.00	100.0%
362007 · Other Income -General	611.51	500.00	122.3%
362012 · Savings Interest	0.07	0.00	100.0%
365000 · Membership Donations	9,971.19	6,500.00	153.4%
365001 · Memorial Donations	2,588.79	0.00	100.0%
Total 36 · MISCELLANEOUS	79,768.91	10,500.00	759.7%
37 · INVESTMENT & ROYALTY EARNINGS			
371009 · Insurance Claim Payment	421.25	0.00	100.0%
371002 · Insurance Dividends	3,772.30	300.00	1,257.4%
371003 · Interest Income	3,668.40	4,500.00	81.5%
371007 · Interest Income - Trust	145.93	0.00	100.0%
Total 37 · INVESTMENT & ROYALTY EARNINGS	8,007.88	4,800.00	166.8%
Total Income	838,208.86	688,353.00	121.8%
Expense			
420000 · PUBLIC SAFETY			
420700 · EMERGENCY SERVICES			
420710 · ADMINISTRATION			
300-2 · PURCHASED SERVICES			

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 2014 through June 2015

	Jul '14 - Jun 15	Budget	% of Budget
390-3 · Mutual Aid Ambulance Service	2,250.00	600.00	375.0%
390-2 · Billing Service Refunds	2,330.14	10,000.00	23.3%
390-1 · Billing Service Fees	18,152.19	17,200.00	105.5%
360-2 · Ambulance Equipment Maintenance	15,804.53	15,000.00	105.4%
Total 300-2 · PURCHASED SERVICES	38,536.86	42,800.00	90.0%
200-2 · SUPPLIES			
220-2 · Medical Supplies	19,300.46	15,000.00	128.7%
231-2 · Fuel for Ambulance	10,330.90	13,000.00	79.5%
226-2 · EMS Personnel Supplies PPE	2,407.41	3,000.00	80.2%
Total 200-2 · SUPPLIES	32,038.77	31,000.00	103.4%
Total 420710 · ADMINISTRATION	70,575.63	73,800.00	95.6%
Total 420700 · EMERGENCY SERVICES	70,575.63	73,800.00	95.6%
420400 · FIRE PROTECTION & CONTROL			
420410 · ADMINISTRATION			
100 · PERSONNEL SERVICES			
110-1 · Salary & Wage Expenses	235,080.11	265,000.00	88.7%
130-4 · Retirement - Employer	3,962.01	5,000.00	79.2%
140-1 · Medical Insurance-Employer	29,602.79	30,500.00	97.1%
140-2 · Unemployment expense	1,744.67	2,000.00	87.2%
140-3 · Workmans Comp-State Fund	24,516.08	30,000.00	81.7%
140-4 · Comp FICA-MED & SS	19,053.24	19,000.00	100.3%
Total 100 · PERSONNEL SERVICES	313,958.90	351,500.00	89.3%
200-1 · SUPPLIES			
224-1 · Rehabilitation Expense	398.12	750.00	53.1%
220-1 · Operating Station Supplies	6,418.95	9,000.00	71.3%
210-1 · Office Expenses	12,256.59	15,000.00	81.7%
216-1 · Donations/Gifts	0.00	100.00	0.0%
223-1 · Membership Expenses	19,550.13	6,500.00	300.8%
226-1 · FIRE Personnel Supplies PPE	6,683.29	10,500.00	63.7%
231-1 · Fuel for Apparatus	6,215.78	10,000.00	62.2%
Total 200-1 · SUPPLIES	51,522.86	51,850.00	99.4%
300-1 · PURCHASED SERVICES			
340-2 · Propane	2,633.87	3,500.00	75.3%
331-1 · Real Estate/Landfill Taxes	90.73	100.00	90.7%
360-1 · Fire Equipment Maintenance	18,949.97	25,000.00	75.8%
310-1 · Radio Services	4,002.79	6,000.00	66.7%
335-1 · Merchant Bank Fees	1,073.57	1,500.00	71.6%
340-1 · Utilities	12,899.92	13,000.00	99.2%
345-1 · Telephone & DSL	5,340.60	6,000.00	89.0%
351-1 · Health & Wellness	1,077.50	5,000.00	21.6%
352-1 · Legal Services	2,482.50		
353-1 · Accounting & Auditing	24,830.00	20,200.00	122.9%
357-1 · Background Checks	679.70	3,000.00	22.7%
Total 300-1 · PURCHASED SERVICES	74,061.15	83,300.00	88.9%
500 · FIXED CHARGES			
513-1 · General Liability Insurance	19,810.00	19,400.00	102.1%

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>	<u>Budget</u>	<u>% of Budget</u>
Total 500 · FIXED CHARGES	19,810.00	19,400.00	102.1%
900-1 · CAPITAL OUTLAY			
940-2 · New Ambulance	184,329.57	190,000.00	97.0%
920-2 · Building Improvements	23,343.13	0.00	100.0%
940-1 · Machinery & Equipment	146,899.44	98,000.00	149.9%
900-1 · CAPITAL OUTLAY - Other	0.00	77,000.00	0.0%
Total 900-1 · CAPITAL OUTLAY	<u>354,572.14</u>	<u>365,000.00</u>	<u>97.1%</u>
Total 420410 · ADMINISTRATION	<u>813,925.05</u>	<u>871,050.00</u>	<u>93.4%</u>
Total 420400 · FIRE PROTECTION & CONTROL	813,925.05	871,050.00	93.4%
420430 · PERSONNEL TRAINING			
380-1 · Training	<u>5,104.13</u>	<u>10,000.00</u>	<u>51.0%</u>
Total 420430 · PERSONNEL TRAINING	<u>5,104.13</u>	<u>10,000.00</u>	<u>51.0%</u>
420440 · FIRE PREVENTION			
210-5 · Fire Prevention Supplies	<u>3,569.81</u>	<u>3,500.00</u>	<u>102.0%</u>
Total 420440 · FIRE PREVENTION	<u>3,569.81</u>	<u>3,500.00</u>	<u>102.0%</u>
420460 · FIRE SUPPRESSION			
100-1 · Volunteer Stipend			
105-1 · Pay Per Call/On Call Stipend	<u>75,537.93</u>	<u>75,000.00</u>	<u>100.7%</u>
Total 100-1 · Volunteer Stipend	<u>75,537.93</u>	<u>75,000.00</u>	<u>100.7%</u>
205-1 · Recruiting	<u>250.00</u>	<u>500.00</u>	<u>50.0%</u>
Total 420460 · FIRE SUPPRESSION	<u>75,787.93</u>	<u>75,500.00</u>	<u>100.4%</u>
Total 420000 · PUBLIC SAFETY	<u>968,962.55</u>	<u>1,033,850.00</u>	<u>93.7%</u>
420490 · DEBT SERVICE			
600 · DEBT SERVICE			
620-2 · Interest of LTD-342 Loan	3,382.01	0.00	100.0%
610-2 · Principal of LTD-342 Loan	96,617.99	0.00	100.0%
600 · DEBT SERVICE - Other	<u>0.00</u>	<u>100,000.00</u>	<u>0.0%</u>
Total 600 · DEBT SERVICE	<u>100,000.00</u>	<u>100,000.00</u>	<u>100.0%</u>
Total 420490 · DEBT SERVICE	<u>100,000.00</u>	<u>100,000.00</u>	<u>100.0%</u>
Total Expense	<u>1,068,962.55</u>	<u>1,133,850.00</u>	<u>94.3%</u>
Net Ordinary Income	-230,753.69	-445,497.00	51.8%
Other Income/Expense			
Other Income			
38 · OTHER FINANCING SOURCES			
381072 · Proceeds sale of capital asset	<u>9,000.00</u>	<u>0.00</u>	<u>100.0%</u>
Total 38 · OTHER FINANCING SOURCES	<u>9,000.00</u>	<u>0.00</u>	<u>100.0%</u>
Total Other Income	<u>9,000.00</u>	<u>0.00</u>	<u>100.0%</u>

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10/12/15
Cash Basis

Bigfork Fire District
Profit & Loss Budget vs. Actual
July 2014 through June 2015

	Jul '14 - Jun 15	Budget	% of Budget
Net Other Income	9,000.00	0.00	100.0%
Net Income	<u>-221,753.69</u>	<u>-445,497.00</u>	<u>49.8%</u>

BIGFORK FIRE DEPARTMENT

Originated by Cindy Norred

OCT 21 2015

Approved By
Chief W Date 10/16/2015
Trustee JM Date 10/21/15

11:08 AM
10/14/15
Accrual Basis

Bigfork Fire District Expenses by Vendor Detail September 2015

Type	Date	Memo	Amount	Balance
*JStewart				
Check	09/01/2015	July - 5 calls and training	90.00	90.00
Check	09/01/2015	August - 7 calls and training	127.70	217.70
Total *JStewart			217.70	217.70
*MShea				
Check	09/01/2015	August - 3 calls	48.30	48.30
Total *MShea			48.30	48.30
*SAnderson				
Check	09/01/2015	August - 13 calls	209.30	209.30
Check	09/01/2015	Reimbursement for boots	120.00	329.30
Check	09/01/2015	Reimbursement for Mt. Board of Medical Examiners for n...	30.00	359.30
Total *SAnderson			359.30	359.30
Bigfork Auto Parts				
Check	09/16/2015	Mallet and 15/40 oil	22.48	22.48
Total Bigfork Auto Parts			22.48	22.48
Bigfork Water & Sewer				
Check	09/16/2015	Bigfork hall water and sewer-August	327.18	327.18
Check	09/16/2015	Fire hydrant charges-August	246.00	573.18
Total Bigfork Water & Sewer			573.18	573.18
Blue Cross & Blue Shield of Montana				
Check	09/28/2015	October 2015 Health Insurance Brodie, Josh, Cindy, Tra...	2,603.48	2,603.48
Total Blue Cross & Blue Shield of Montana			2,603.48	2,603.48
Bound Tree Medical, LLC				
Check	09/01/2015	Medical supplies - ET Tubes, Quicktrach, Catheters (10,1...	110.63	110.63
Total Bound Tree Medical, LLC			110.63	110.63
Bullitt Communications				
Check	09/16/2015	VHF Antenna and labor	154.00	154.00
Total Bullitt Communications			154.00	154.00
CenturyLink				
Check	09/01/2015	August 18 to Sept. 17	302.00	302.00
Total CenturyLink			302.00	302.00
City Service Valcon				
Check	09/01/2015	5 gallon primer oil;	146.90	146.90
Total City Service Valcon			146.90	146.90
Deluxe Business Checks and Solutions				
Check	09/16/2015	Shipping on last months order	30.12	30.12
Total Deluxe Business Checks and Solutions			30.12	30.12
Fire CATT, LLC				
Check	09/16/2015	Firehose testing of 11,800 feet	3,422.00	3,422.00
Total Fire CATT, LLC			3,422.00	3,422.00
First Bankcard				
Check	09/28/2015	2 rolls of stamps	98.00	98.00
Check	09/28/2015	Tire Gauge	9.99	107.99
Check	09/28/2015	Oil Change for 364	48.00	155.99
Check	09/28/2015	Brother Printer Wireless, Ink for Brother Printer	135.16	291.15
Check	09/28/2015	325 Scan for oil leak and over heating	152.49	443.64
Check	09/28/2015	Standard Hosting 08/13/15--08/12/16 Wind River Digital ...	69.39	513.03
Check	09/28/2015	325-Auto eject cover for shore power-M&M Repair	41.52	554.55
Check	09/28/2015	1 mg Epinephrine 1:1000, 1ml vials-25 vials in box-1 BOX	125.86	680.41

Bigfork Fire District
Expenses by Vendor Detail
September 2015

Type	Date	Memo	Amount	Balance
Total First Bankcard			680.41	680.41
Flathead Electric Co-op Inc.				
Check	09/16/2015	Echo lake 8-1 to 9-1	48.00	48.00
Check	09/16/2015	Woodsbay 8-1 to 9-1	45.00	93.00
Check	09/16/2015	Bigfork 8-5 to 9-5	283.00	376.00
Total Flathead Electric Co-op Inc.			376.00	376.00
Glacier Bank				
Check	09/22/2015	Stamp for account for Pintler Billing Services	42.60	42.60
Total Glacier Bank			42.60	42.60
Humana Health Care Plans				
Check	09/01/2015	Billing refund - refund for overpayment on account of Jac...	61.72	61.72
Total Humana Health Care Plans			61.72	61.72
J2 Office Products				
Check	09/01/2015	Sharpies, Xtreme rapid transit truck wash	66.42	66.42
Check	09/01/2015	August copy overage charges. No agreement as of Aug....	10.90	77.32
Total J2 Office Products			77.32	77.32
Jeremy Patton				
Check	09/01/2015	Training - reimbursement for meal purchases for Principa...	83.00	83.00
Total Jeremy Patton			83.00	83.00
Joshua Cox				
Check	09/01/2015	Training - reimbursement for meal purchases for Principa...	67.99	67.99
Total Joshua Cox			67.99	67.99
KRMC				
Check	09/28/2015	May, June, July Medications, IV caths, Electrodes, Salin...	1,736.94	1,736.94
Total KRMC			1,736.94	1,736.94
Kroll				
Check	09/16/2015	Dan Magone	63.95	63.95
Check	09/16/2015	Surcharges	27.00	90.95
Total Kroll			90.95	90.95
Lord Abbett				
Check	09/02/2015	ACH Lord Abbett	837.82	837.82
Total Lord Abbett			837.82	837.82
Mahugh Fire & Safety				
Check	09/16/2015	2 gallons CitroSqueeze	76.00	76.00
Total Mahugh Fire & Safety			76.00	76.00
Montana Athletic Club				
Check	09/16/2015	, Larson (5), R. Tracy (5)	20.00	20.00
Total Montana Athletic Club			20.00	20.00
Montana State Fund				
Check	09/16/2015	Installment 5/1/15-5/1/16 (5 of 10)	1,735.23	1,735.23
Total Montana State Fund			1,735.23	1,735.23
Nivindel, LLC				
Check	09/01/2015	Assist Cindy w/deleted outlook pst data files, create new ...	100.00	100.00
Total Nivindel, LLC			100.00	100.00
NorthWestern Energy				
Check	09/16/2015	Bigfork	25.05	25.05
Check	09/16/2015	Woodsbay	22.47	47.52

Bigfork Fire District
Expenses by Vendor Detail
September 2015

Type	Date	Memo	Amount	Balance
Total NorthWestern Energy			47.52	47.52
Occupational Health Services KRH				
Check	09/16/2015	"2" spec report, various vaccinations	939.17	939.17
Total Occupational Health Services KRH			939.17	939.17
Pintler Billing Services				
Check	09/16/2015	August billing, Stmts (78) and clearinghouse fees of \$33	2,575.90	2,575.90
Total Pintler Billing Services			2,575.90	2,575.90
Republic Services #889				
Check	09/16/2015	Trash pick-up for August	62.22	62.22
Total Republic Services #889			62.22	62.22
Sage Payment Solutions				
Check	09/23/2015	August Processing Fees	69.52	69.52
Total Sage Payment Solutions			69.52	69.52
Sliters				
Check	09/16/2015	Brush & Dustpan, Aerator Swivspray, Plumbing drain, cap	30.36	30.36
Total Sliters			30.36	30.36
Staples Credit Plan				
Check	09/16/2015	Bic soft feel pen, inkjoy and envelope pull and seal	37.49	37.49
Total Staples Credit Plan			37.49	37.49
Stryker Sales Corporation				
Check	09/01/2015	One Smrt battery pack option plus freight	428.13	428.13
Total Stryker Sales Corporation			428.13	428.13
The UPS Store # 2556				
Check	09/16/2015	Norman Loftin Fire Report	11.05	11.05
Total The UPS Store # 2556			11.05	11.05
TNT Truck Parts				
Check	09/01/2015	Radial Seal Outer Air Element (BDW RS3517)	27.95	27.95
Total TNT Truck Parts			27.95	27.95
Total Screen Design & Embroidery				
Check	09/16/2015	"2" S/M, "4" M/L, "4" L/XL ECap and ESET-UP	140.00	140.00
Total Total Screen Design & Embroidery			140.00	140.00
Void				
Check	09/28/2015	Printed on back	0.00	0.00
Check	09/28/2015	Printed on back	0.00	0.00
Check	09/28/2015	Printed on back	0.00	0.00
Check	09/28/2015	Printed on back	0.00	0.00
Check	09/28/2015	Printed on back	0.00	0.00
Total Void			0.00	0.00
Wayne E. Loeffler				
Check	09/16/2015	Costco - water, coffee, gatorade	82.09	82.09
Total Wayne E. Loeffler			82.09	82.09
Western States CAT				
Check	09/01/2015	342 - Troubleshooting, repair engine, check light on	342.40	342.40
Total Western States CAT			342.40	342.40
WEX				
Check	09/16/2015	EMS Fuel August 2015	1,149.40	1,149.40
Check	09/16/2015	Fire Fuel August 2015	1,149.41	2,298.81

11:08 AM
10/14/15
Accrual Basis

Bigfork Fire District
Expenses by Vendor Detail
September 2015

Type	Date	Memo	Amount	Balance
Total WEX			2,298.81	2,298.81
Woods Bay Water				
Check	09/16/2015	Woodsbay Hall water/sewer August 28, 2015	48.75	48.75
Total Woods Bay Water			48.75	48.75
TOTAL			21,117.43	21,117.43

BIGFORK FIRE DEPARTMENT

Originated by Cindy Norred

OCT 21 2015

Approved By
Chief W Date 10/16/2015
Trustee JP Date 10/21/15

Bigfork Fire District

Refinance 342 Ladder Truck-----2393-01

Total Loan Commitment: \$602,144.99

Final Payment: 02/15/2022

of payments: 20 Date of this Draw: 01/27/2012 Date of Agreement: 01/27/2012



Payment Due	Interest Rate	#Days Due	Interest Payment	Principal Payment	Ex princ pd	Loan Balance	Total Amount of Payment	Year
BEGINNING BALANCE*						\$602,144.99		
2/15/2012	1.95%	19	\$611.22			\$602,144.99		
8/15/2012	1.25%	182	\$3,742.84	\$99,257.16		\$502,887.83	\$103,611.22	
2/15/2013	1.25%	184	\$3,160.22	\$44,728.56		\$458,159.27	\$47,888.78	
8/15/2013	1.00%	181	\$2,271.97	\$47,728.03		\$410,431.24	\$50,000.00	
2/15/2014	1.00%	184	\$2,069.02	\$47,930.98		\$362,500.26	\$50,000.00	
8/15/2014	1.00%	181	\$1,797.60	\$48,202.40		\$314,297.86	\$50,000.00	
2/15/2015	1.00%	184	\$1,584.41	\$48,415.59		\$265,882.27	\$50,000.01	June 30th 2015-Balance
8/15/2015	1.25%	181	\$1,648.11	\$17,603.68	\$30,748.21	\$217,530.38	\$50,000.00	FY16
2/15/2016	1.25%	184	\$1,564.50	\$17,730.22	\$30,705.28	\$169,094.88	\$50,000.00	FY16
8/15/2016	0.00%	182	\$0.00	\$17,938.51	\$32,061.49	\$119,094.88	\$50,000.00	FY17
2/15/2017	0.00%	184	\$0.00	\$18,087.21	\$31,912.79	\$69,094.88	\$50,000.00	FY17
8/15/2017	0.00%	181	\$0.00	\$18,293.72	\$31,706.28	\$19,094.88	\$50,000.00	FY18
2/15/2018	0.00%	184	\$0.00	\$18,438.48	\$656.40	\$0.00	\$19,094.88	FY18
8/15/2018	0.00%	181	\$0.00			\$0.00		
2/15/2019	0.00%	184	\$0.00			\$0.00		
8/15/2019	0.00%	181	\$0.00			\$0.00		
2/15/2020	0.00%	184	\$0.00			\$0.00		
8/15/2020	0.00%	182	\$0.00			\$0.00		
2/15/2021	0.00%	184	\$0.00			\$0.00		
8/15/2021	0.00%	181	\$0.00			\$0.00		
2/15/2022	0.00%	184	\$0.00			\$0.00		

October 13, 2015

Bigfork A/R tracking

Each month end Pintler Billing Services produces a series of reports for Bigfork Fire District, detailing the activity for the month prior. As a billing service we have used consistent parameters to produce these reports in order to avoid over- or under-charging for our services. These parameters were to choose activity based on "Date of Entry". The resulting reports work perfectly for our purposes.

When Cindy began using our reports to create a spreadsheet to track A/R for her purposes, we discovered a flaw in the process. After much research and discussion with our software vendor it was determined that the reports must be based on "Date of Service", rather on "Date of Entry".

I've redone the reports beginning May 2015 and added the corrected numbers (text is in blue) to Cindy's spreadsheets which she originally produced using our reports based on "Date of Entry". We are unable to recreate an A/R at any time in the past so we were forced to use the A/R number as carried over to the beginning of June. Based on that number, and reports showing activity displayed by "Date of Service", we ended up with an A/R that very closely matches the actual A/R in our software. (See current A/R report as of 10/13/15.)

Between Cindy's diligent efforts, the revised method of running reports, and continued tracking and communication, I anticipate the A/R to be balanced at the end of each month going forward.

Respectfully Submitted,

Leslie Graves
Pintler Billing Services

Chief Report
Trustee meeting
October 21, 2015

- 1) Fire Prevention Week
 - A. Swan River and Bigfork Elementary
 - B. Yellow School House
- 2) Ambulance 325 cleared inspection by State
- 3) 325 in getting work completed by Friday
 - A. Need serpentine belts and fan guard (\$400.00)
- 4) Doing a lot of training with Ferndale Fire Dept. Will be doing some joint training with Creston in December.
- 5) Re-evaluate Capital Outlay plan (Need committee)
- 6) Award to Acknowledge Bill Taylor for Trustee Board Member
- 7) Preparing apparatus's for winter weather
- 8) Will be advertising for more EMT's
- 9) Securing the training facility top two floors.
- 10) Burn building needs to be evaluated. To hot of fires.
- 11) Facility lights delivered today. Will be able to start project next week. (Thurs)



APPROVED

Bigfork Fire Department
Exhaust Removal System
Recommendation
October 21, 2015

I recommend to the Bigfork Fire District Trustees that we hire Airpro to provide and install two Plymovent diesel exhaust removal systems in Bigfork Station 31 for six emergency vehicles that both pull through and back into the apparatus bays. The project price for both systems is \$57,000.00. Please see attached bid.

Ferndale Fire Department has the same system and have been very happy with the system. We did check for gas emittance in the Ferndale system and found none.



Wayne Loeffler Chief
Bigfork Fire Department

BIGFORK FIRE DEPARTMENT

Originated by Loeffler

Oct 21 2015

Chief	<u>Loeffler</u>	Approved By	Date <u>10/16/15</u>
Trustee	<u>JP</u>		Date <u>10/21/15</u>



3875 ELM STREET
DENVER, CO 80207
PHONE: 303-320-8400 FAX: 303-320-8423

October 7, 2015

Big Fork Fire Department Plymovent Vehicle Exhaust Removal System

Project scope: Provide and install two Plymovent diesel exhaust removal systems in station #1 for six emergency vehicles that both pull through and back into the apparatus bays.

Product scope for system #1 two bays (four vehicles) on the South side of the station.

Vehicles: #381 and #341

Two (2) each Plymovent SBT-20 Sliding Balancer Track vehicle exhaust systems. Each Plymovent SBT-20 includes one 6" dia. magnetic grabber nozzle, 20 feet of heavy-duty aircraft aluminum alloy type track, one each 25ft. X 4-inch high temperature flex hose, trolley, balancer, metal hose saddle, support legs and braces.

Product scope for two ambulance vehicles exiting the bay from the same direction:

Two (2) each Plymovent SBT-20 Sliding Balancer Track vehicle exhaust system. Each Plymovent SBT-20 includes one 6" dia. magnetic grabber nozzle, 20 feet of heavy-duty aircraft aluminum alloy type track, one each 25ft. X 4-inch high temperature flex hose, trolley, balancer, metal hose saddle, support legs and braces.

System #1 includes:

- ◆ One each Plymovent model TEV-559-60, 5hp, 240V 1or 3 phase direct drive exhaust fan includes a square to round discharge transition and a vertical blower discharge/backdraft damper to direct exhaust in an upblast direction.
- ◆ One each Plymovent Model OS-3, UL listed Electrical Control Panel including fan motor starter, fuses, timer and transformer for the wireless receiver.
- ◆ Interconnecting ductwork to be spiral type trunk / branch ducts, sweep elbows, welded, tapered 45-degree branch take-offs, heavy duty hangers and wall trims where required to cover wall penetrations.
- ◆ One each wireless receiver RCR433C-3R installed in the OS-3 control panel.
- ◆ 4 each wireless transmitters KTXW-3V vehicle installed.

Product scope for system #2 two bays (two vehicles) on the North side of the station.

Product scope for vehicle #361 plow truck and the ladder truck.

- ◆ Two (2) each Plymovent SBT-20 Sliding Balancer Track vehicle exhaust systems. Each Plymovent SBT-20 includes one 6" dia. magnetic grabber nozzle, 20 feet of heavy-duty aircraft aluminum alloy type track, one each 25ft. X 4-inch high temperature flex hose, trolley, balancer, metal hose saddle, support legs and braces.

System #2 includes:

- ◆ One each Plymovent model TEV-3110-60 3hp, 240V 1or 3 phase direct drive exhaust fan includes a square to round discharge transition and a vertical blower discharge/backdraft damper to direct exhaust in an up blast direction.
- ◆ One each Plymovent Model OS-3, UL listed Electrical Control Panel including fan motor starter, fuses, timer and transformer for the wireless receiver.
- ◆ Interconnecting ductwork to be spiral type trunk / branch ducts, sweep elbows, welded, tapered 45-degree branch take-offs, heavy duty hangers and wall trims where required to cover wall penetrations.
 - ◆ One each wireless receiver RCR433C-3R installed in the OS-3 control panel.
 - ◆ 2 each wireless transmitters KTXW-3V vehicle installed.

Price page

Project price for both systems: \$57,000.00

Includes:

- On-Site system layout, system start-up and training.
- Project managed by Airpro, Inc. and installed by licensed Montana contractors.
- Extended warranty to 5 years
- Tailpipe adaptors
- Mechanical and Electrical installation

Terms

Net 30 Days

Freight prepay and add

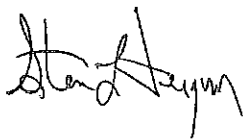
Excludes tailpipe modifications if needed

Mechanical contractor will invoice separately

AIRPRO, Inc. operates as a full service organization providing sales, service, design, installation and maintenance on all Plymovent ventilation products.

If you have any questions, please contact me at 303-320-8400.

Thank you,

A handwritten signature in black ink, appearing to read "Steve Ferguson". The signature is stylized with a large initial "S" and a long, sweeping underline.

Steve Ferguson



135 West 7065 South
Midvale, UT 84047
tel: 801.565.9595
fx: 801.565.9598
weidnerfire.com
sales@weidnerfire.com

QUOTATION

Page: 1

Quotation For:

Big Fork Fire Department
810 Grand Dr.
Bigfork MT 59911
Ph: (406) 253-5544

Fx:

Quotation#: 1108710
Revision#:
Date: 09/15/15

Attn: Mick Borges E-Mail: mborges@bigforkfire.com
Ref: MagneGrip Exhaust Removal System

Please Address Order To:

Weidner Fire
135 West 7065
Midvale UT 84047

FOB: Shipping Point
Delivery: 5-6 Weeks ARO
Salesman: Troy McBride
Validity: 30 DAYS
Terms: Net 30

We are pleased to propose the following items for your consideration. If you have any questions, please call our office at (801) 565-9595.

Item	Qty	Part#/Description	Unit Price	Total Price
1	1	Big Fork Fire Department Exhaust Removal MagneGrip	38,216.00	38,216.00
		1 ea. VSR 301 Vertical Stack Rail - Backin		
		1 ea. FSTM 301 30' Flexhose Drop System		
		2 ea. FSTM 401 40' Flexhose Drop System		
		1 ea. SSRM-601 Straight Suction Rail w/1-Crab		
		1 ea. 520042-01 Crab Assy. Complete		
		1 ea. CF361-5 Cinn. Fan 5 HP 1 Phase Electrical		
		1 ea. D20-3 Monox. 2 HP 1 Phase Electrical Fan		
		1 ea. 500175-07 Wireless Control Panel 2-1		
		1 ea. 500179-05 Wireless Control Panel 5-1		
		1 ea. 500157-12 12" Upblast Backdraft Damper		
		3 ea. 600701-01 Photo Eye Set Complete		
		1 ea. 520011-00 5" Vertical Top Stack Adapter		
		1 ea. 500216-01 5" od to 4" id Reducer		
		1 ea. 500097-05 9" x 5' Hose		
		1 ea. 540558-01 Acutek Auto Start Transmitter		
		1 ea. Y-Tailpipe Assembly		
2	1	Installation Installation includes all duct work, electrical work, tailpipe modification, start up and training.	18,025.00	18,025.00
3	1	Freight	2,500.00	2,500.00
Quote Total:				58,741.00

Freight charges and Sales Tax will be added to the invoice, if applicable. If this purchase is Tax Exempt, a Certificate must be received with your Purchase Order.

By: Jordan Hicks for Troy McBride

AMENDED BY-LAWS
BIGFORK FIRE DISTRICT TRUSTEES
May 2012 EDITION

SECTION I

ARTICLE I - In accord with Section 11-2008, R.C.M. 1947, the Flathead County Commissioners established the Bigfork Fire District. In accord with Montana Code Annotated 2003, Title 7 Local Government, Chapter 33 Fire Protection, Part 21 Rural Fire Districts, the Bigfork Fire District has prepared and adopted these bylaws.

SECTION II

ARTICLE I - The purpose of this organization shall be to provide emergency services for the protection of life and property and to render all necessary and proper public services for the greater Bigfork area citizens and for other Montana citizens when requested through mutual aid.

SECTION III

ARTICLE I – BOARD ELECTION and ORGANIZATION

- A.** The affairs of the District shall be governed and managed by the Board of Trustees, composed of 5 members elected or appointed and qualified as provided in Montana Code Annotated 7-33-2106. Up to ^{two} ~~three~~ district volunteer fire fighters can serve as Trustees, per MCA code 7-33-4109 and can be reimbursed and given an allowance subject to amended MCA code 19-17-100, that does not provide for any wage or salary for volunteers. Trustees must be residents of the District and elected as provided in 13-1-104(3) and 13-1-401 at an annual election held on school Election Day, the first Tuesday of May each year under the direction of the Flathead County Election Administrator. The term of office shall be 3 years beginning at the first district meeting following election. Candidates may be nominated by petition filed with the county election administrator at least 120 days before Election Day and signed by at least 5 electors of District. If the nominations are not made on or before the deadline, the Fire District will not be allowed to vote for candidates on a write-in basis but the Trustees will have to be appointed by action of the County Commissioners. All electors who reside in Bigfork Fire District, including any holder of title to lands within the District who present proof of interest in such land at polling place, shall be eligible to vote.
- B.** The Trustees shall organize at the first regular meeting following Election Day by choosing a chairman, a vice chairman, and appointing one member to act as secretary. They shall from time to time prepare, adopt and amend suitable bylaws.
1. The **Chairman** shall preside at all meetings of the Trustees, direct the affairs of the District, bring before the Trustees such matters as require their attention and approval, perform or oversee all actions necessary, co-

AMENDED BY-LAWS
BIGFORK FIRE DISTRICT TRUSTEES
May 2012 EDITION

sign warrants, meeting minutes, and carry out such other duties as may be necessary. He will vote on each motion as a regular member of the board.

2. The **Vice Chairman** in the absence of the Chairman performs all the duties of that office.
 3. The **Secretary** shall oversee the complete record of the proceedings of all Trustee meetings and committees, the carrying on of correspondence, the filing of all records necessary for County and State, filing the approved budget with the County Clerk, attesting to Chairman signature on minutes, keeping an accurate account of expenditures and receipts and perform other such duties as may be required.
- C. Vacancies in office occur under the circumstances set forth in 2-16-501, including the failure to discharge one's duties for three consecutive months unless prevented from doing so due to illness or approved leave. Should a vacancy occur, the Flathead County Board of Commissioners shall appoint a person to fill the vacancy and the appointed shall hold office until the next regular election.

ARTICLE II - LEGAL AUTHORITY- The County Attorney shall be the legal advisor for the Trustees and the Bigfork Fire District, unless a conflict of interest exists that requires other representation.

ARTICLE III - POWER OF TRUSTEES

- A. The Trustees shall have the authority to provide adequate and standard firefighting and emergency response apparatus, equipment, personnel, housing, and facilities, including real property, for the protection of the district.
- B. The Trustees shall prepare annual budgets and request special levies for the budgets. The budget laws, Montana Codes, and procedures relating to Flathead and Lake Counties, as far as applicable, apply also to the Bigfork Fire District; however, the district budget is considered to be a part of the county budget.
- C. The trustees may establish a capital improvement fund for the replacement, improvement, and acquisition of property, facilities, or equipment that costs over \$5,000 and has a life expectancy of over 5 years.

AMENDED BY-LAWS
BIGFORK FIRE DISTRICT TRUSTEES
May 2012 EDITION

- D. The Fire District Trustees may enter mutual aid agreements with proper authority of: other fire districts, unincorporated and incorporated municipalities, state agencies, federal agencies, fire service areas, and governing bodies of other political subdivisions.
- E. They shall appoint and form fire companies that have the same duties, exemptions, and privileges as other fire companies.
- F. The Trustees shall appoint or approve the Bigfork Fire Chief, Assistant Chief/s, and all other paid employees. Each appointment shall be first made for a probationary term of 6 months and thereafter the trustees must consent/deny the appointment of the Chief, Assistant Chief/s, and all other paid employees by approved manner of selection. The Trustees may suspend or terminate the Chief, Assistant Chief/s, or any member of the Bigfork Fire or employee of the District for neglect of duty or a violation of any of the rules and regulations of the Fire District or for any reason allowed by law.
 - 1. The Trustees hereby delegate to the Chief of Bigfork Fire the authority to discipline members, up to suspension for three months, for neglect of duty or conduct in violation of any Handbook Policies, Rules, Regulations, or Standard Operating Guidelines. The Chief shall, upon making any suspension or recommendation to termination, give written notice detailing the reasons to the Trustees at the next regular meeting of the Trustees.
 - 2. Upon a recommendation of termination, the Trustees will discuss and rule on the matter at their next regular meeting or within 20 days of the date of the Chief's written notice, whichever first occurs. The meeting shall be a closed, private meeting, unless the subject employee waives their right to privacy. The Chief and other officers of Bigfork Fire will present any information, facts, or witnesses in support of their recommendation for termination. The individual recommended for termination has the right to appear, to examine all of the evidence, to request witnesses, and may have an attorney present. The Trustees shall issue a written decision with reasons accepting, denying or modifying the recommendation of the Bigfork Fire Chief.
- G. No Trustee shall enter into any agreement or transaction involving the collection or disbursement of taxpayer funds without first securing a simple majority public vote by the entire Board of Trustees.
- H. A Trustee who may have a financial or personal interest in an item under consideration by the Board shall declare that he/she may have a conflict. That member shall be excused from the Board vote on the item of conflict. Such member may participate as part of the board providing information to the board on the item. Any disqualification shall be entered in the minutes of the meeting.

Change to lower "H"

**AMENDED BY-LAWS
BIGFORK FIRE DISTRICT TRUSTEES
May 2012 EDITION**

ARTICLE IV - The trustees shall hold regular meetings the third Wednesday of every month to conduct business pertaining to the Fire District, unless otherwise scheduled and properly noticed.

a. All meetings and books of the District are open to the public. The public may attend all meetings of the Trustees, except those which may be closed in order to discuss personnel matters. The Trustees shall post a notice on or at the fire hall in Bigfork, Montana, similarly advertising the time, place and agenda of the next regular meeting of the Trustees. Notices shall be posted one week prior to the meeting.

b. For any special meetings called by the Trustees on short notice, notice shall be posted at the fire hall at least 48 hours in advance, advertising the time, place and agenda of the special meeting.

c. Any person may appear and speak during the public comment session at regular or special meeting of the Trustees. The chairperson may reasonably limit speeches or presentations by the public at Trustee meetings. Members of the public may be allowed to speak during Trustee discussion of agenda items at the discretion of the Trustees or otherwise required by law.

SECTION IV

ARTICLE I

The by-laws may be amended by proposing a change in writing at any regular meeting, then voting on the change by a majority vote of the Trustees at the next regular meeting.

ARTICLE II

Meetings shall be conducted according to generally accepted principles of parliamentary procedure.

~~H. A Trustee who may have a financial or personal interest in an item under consideration by the Board shall declare that he/she may have a conflict. That member shall be excused from the Board vote on the item of conflict. Such member may participate as part of the board providing information to the board on the item. Any disqualification shall be entered in the minutes of the meeting.~~

H. A Trustee who may have a financial, personal interest or personal reimbursement-compensation solely and apart from the rest of the Volunteer fire fighters to him or her in an item or reimbursement-compensation that is under consideration by the Board of Trustees shall declare that he/she may have a conflict. That member shall be excused from the Board vote on the item of conflict. Such member may participate as part of the board providing information to the board on the item. Any disqualification shall be recorded in the minutes of the meeting.

Capital Outlay
Recommendation
October 21, 2015

Capital Outlay Fiscal 2016

Total Funds \$160,000.00

Committed Funds

Paint Station 31 \$4,200.00

Exhaust System \$57,000.00

Lights Station 31 \$9401.00

Echo Lake Station 32 \$7,000.00

\$77,601.00

Light Incentive -\$3392.00

\$74,209.00

Remaining funds \$85,791.00

Apparatus Fund ?????

BIGFORK FIRE DEPARTMENT

Originated by LOEFFLER

OCI 21 2015

Approved By

Chief WL Date 10/19/2015
Trustee [Signature] Date 10/21/15

Capital Outlay Tracking

2013

	6 month	1 year	3 years	5 years	10 years	20 Years	25 years
Apparatus							
	ambulance		type III	Ambulance (5-7)	393	392	331
					341		332
			Utility Command				342 (25-30)
			Vehicle (3-5)				
Equipment							
	Cardiac Monitors (2)	Radios (\$1500/yr)					
	SCBA Cylinders (50)	Pagers (\$1000/yr)					
	Extraction Equip	PPE (\$8000/yr)					
		Computer/Software					
	Hoses/Nozzles	\$5000/yr					
	AED's	\$1000/yr					
	Thermal Imagers	\$5000 one time					
	Electric Cot	\$13000 one time					
	SCBA Harness's	\$5000 / year (10 purch)					
	Equipment	\$1000/yr					
		Stair chair (\$2600) grant					
Facilities							
	roof leak	Soffit Repair	Station Roof	Sleeping/Office	Yellow Bay		
	Office Chairs	Painting of Station	Bathroom Remodel				
		Work Bench Area					
		Table/Chairs					
		Exhaust System					
		Echo/Woods Bay					
		Doors Jams					
	Cardiac Monitor(s)						
	Exhaust system						
<div> <div> BIGFORK FIRE DEPARTMENT Originated by <u>LOUIE L. S. C.</u> OCT 21 2015 </div> <div> Approved By <u>Chief</u> Date <u>10/14/13</u> Trustee <u>[Signature]</u> Date <u>10/21/15</u> </div> </div>							

The Capital Outlay Committee would like to put \$100,000 per year into Apparatus, \$25,500 per year into Equipment and \$25,000 per year into Facilities